

# Arizona Children's Executive Committee (ACEC) Meeting Minutes

**Thursday, March 27, 2008**  
**1:00 PM – 3:00 PM**  
**AOC**  
**1501 W. Washington #230**  
**Phoenix, AZ 85007**

<b>Members Present</b> Michelle Flatbush – Cenpatico Bettie Jordan – Parent Kim Engle – DBHS Merv Lynch – DBHS Karla Schaff – DBHS Dan Wynkoop – BHPC	Mary Hauk – CPSA Laura Henry – DBHS Meena Shahi – DBHS Karen Bulkeley – DCYF Mark Ewy -DCYF Mike Carr-DCYF Jennie Lagunas – DBHS	Larry Starks – ADJC Terri Kang - Magellan Jytte Methmann -DBHS Tyrone Peterson – DDD Anne Rock – DBHS Steve Lazere- DBHS Joann Hatton - DBHS	Erica Missicano- DBHS Bill Callahan - AOC Wayne Goulet – DBHS Steve Tyrrell - AOC Robert Brown - ADE Gigi Asem - DBHS Bob Klaehn - DDD
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ITEM	DISCUSSION	FOLLOW –UP ITEMS	PERSON RESPONSIBLE
Welcome/Introductions	Steve Tyrrell welcomed participants and introductions were given.	None	NA
Review of Minutes from 2/28/08 meeting	The minutes were approved as written.		

## Old Business/Follow-Up

ACEC Strategic Plan	<p><u>Goal One</u>  <b>Improve communication within the ACEC structure and between the ACEC and other community entities</b></p> <p><i>Strategy One: Increase community awareness of ACEC activities</i></p> <p>Laura Henry provided a draft of the newsletter and discussed its format. The newsletter included a history of the ACEC, goals from the Strategic Plan, a subcommittee highlight and a section that focuses on successes, including those in the community. Laura requested that the subcommittee who wants to be highlighted first in the newsletter notify her. Once she includes that information in the newsletter, she will email to the ACEC members for their feedback. Each quarterly edition will highlight the activities of one of the subcommittees and how are they meeting the goals of the Strategic Plan. Laura is working on an on-line drop box, which would allow people to submit their success stories.</p> <p>Members were asked if training opportunities could be included in the newsletter. Identifying cross system trainings is listed in Goal 2 of the Strategic Plan. The Training Subcommittee is currently charged with this task, but the process of identifying trainings would seem to lend itself to the newsletter instead of the responsibility placed in a subcommittee. The newsletter could identify openings in our trainings where system</p>		
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	<p>partners could attend. Laura agreed that this could be part of the newsletter.</p> <p>People are encouraged to provide their feedback or ideas concerning the newsletter to Laura. A finalized date for the first newsletter will be noted when she emails the newsletter to the ACEC members.</p> <p><i>Strategy Two: Enhance the information flow among the ACEC, State agency directors and local councils/community groups in order to improve systems effectiveness and outcomes</i></p> <p>No updates at this time. Additional time is needed to finalize the inventory matrix.</p> <p><u>Goal 2</u>  <b>Eliminate system barriers to accessing care for children and families with behavioral health needs by developing actions to address identified system barriers</b></p> <p><i>Strategy One: Train and educate clinical staff across systems to better understand and treat "Specialty Populations".</i></p> <p>The Goal Two workgroup met on March 25<sup>th</sup> along with some members of the Clinical Subcommittee. Strategy One, specifically in reference to identifying opportunities for cross system training was just discussed and is going to be included in the ACEC newsletter</p> <p>There was discussion around providing increased technical assistance to CFT's, identifying agency partners and their areas of expertise who could provide clinical consultation to the CFT and how many people would need to be available.</p> <p>The RBHA's were asked if providing clinical consultation to the CFT would be a potential conflict as they currently provide this type of consultation to CFT's. Michele Flatbush felt that their CFT coaches fill the role currently, but could see a need to consult with other experts if the situation warrants. Mary Hauk felt that they have expertise within the RBHA and network to provide clinical technical assistance to CFT's, but having additional resources could be helpful.</p> <p>The consultative process would include a clinical component, as well as</p>		
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	<p>a non-clinical component (information about resources, expertise in navigating the system, etc...).</p> <p>Dr. Klaehn indicated that it was important that CFT have adequate information so interventions can be accomplished in the community. CFT's should have the expertise and knowledge about building a community based program</p> <p>It was recommended that the Clinical Subcommittee get information from CFT coaches as to the problems they are running into and what type of technical assistance is most needed.</p> <p>The Clinical Subcommittee is assigned to this task and will provide a progress update at the May 22<sup>nd</sup> meeting.</p> <p><i>Strategy Two: To establish a process to discuss case specific concerns in an effort to identify system barriers to effective behavioral health services for children</i></p> <p>Discussion centered on what needs to be considered and planned for in the development of a case review process/protocol, the purpose for developing this process, soliciting feedback from the Clinical Subcommittee with an agreement to move forward and establishing timelines for presenting a draft document</p> <p>The RBHA's indicated that they do not have a process similar to what is being proposed to identify and resolve barriers although they do identify and track barriers through various means.</p> <p>The Clinical Subcommittee was assigned the task of developing the case review process/protocol with a draft document due at the May 22<sup>nd</sup> ACEC Meeting.</p> <p><u>Goal 3</u> <b>Develop a systematic process to ensure Child and Family Teams are addressing the education of children with behavioral health needs in a meaningful way, statewide.</b></p> <p>A written update from Kim Skrentny regarding Training Subcommittee activities around Strategy Three was shared (see Training Subcommittee updates )</p>		
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Executive Order 2008-01	Jennie Lagunas reported that the Executive Order involves substance abuse treatment that is provided to adults and children. The Governor has ordered that certain information be provided to her regarding the system's capacity to provide those services and what agencies are doing to maximize federal dollars to support substance abuse treatment services. DES is being asked how they track people in their system who receives substance abuse treatment services. DHS and DCYF need to report data related to substance abuse treatment capacity to the Governor's office by April 15th.		
Rehabilitative Services Administration (RSA)	Laura Henry reported that the RSA is interested in establishing a Memorandum of Understanding (MOU) with the Department of Education specifically regarding transition of their youth into the Vocational Rehabilitation program. ACEC members were asked if they would like to extend an invitation to RSA to join this committee. It was agreed to invite an RSA representative to the next meeting		
Statewide Youth Conference	The conference was a great success with ninety-seven youth participants. A preliminary draft report regarding the evaluations is almost ready. A focus group of fifteen youth in recovery was very informative and educational. A consistent message from the youth in this focus group was the importance of intervention. Acknowledgements were given to Merv Lynch, Karla Schaff and Bettie Jordan for their efforts.		
<b>Other Updates</b>			
<b>State Infrastructure Grant/Substance Abuse Coordination Grant (SIG/SAC) Updates</b>	Jytte Methmann reported that Dr. Clark from the Univ. of Sothern Florida will provide technical assistance around transitioning and will be working with CPSA, NARBHA and Maricopa County. If system partners are interested in hearing Dr. Clark, please contact Nitika Singh. John Vanderberg will be returning in April and May to provide advanced training in CFT facilitation. A substance abuse conference is being planned for the Fall and Nitika requested ideas for conference topics. Suggestions were provided.		
<b>Best Practices Advisory Committee</b>	Dr Goulet reported that the Assessment Subcommittee has just finalized their work and will be out for review soon. No updates on the Supervision Subcommittee or the Motivational Interviewing Subcommittee. The Birth to Five workgroup is still meeting and is developing a practice protocol.		

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<b>JK Settlement/Children's System of Care</b>	Kim Engle reported that progress toward the Meet Me Where I Am Campaign (MMWIA) and the expansion of direct services and expansion of case managers to serve high needs children. The RBHA's provided updates on their MMWIA efforts. The next System of Care plan will start on July 1 <sup>st</sup> . The emphasis next year will focus on MMWIA , case management expansion, youth and family involvement, substance abuse, improve services for eighteen to twenty-one year and transition planning.		
<b>Subcommittee Updates</b>			
<b>Clinical Subcommittee</b>	The Clinical Subcommittee met with the Goal Two group to determine next steps.		
<b>Family Involvement Subcommittee</b>	Bettie Jordan reported that there will be a following up meeting to the Summit on Family Involvement and Adolescent Substance Abuse Treatment last Fall which includes a presentation on the pilot program at Cactus High School. Faculty and youth from the focus group will be involved. The summit will take place on April 4 <sup>th</sup> from 2-4pm at Family Involvement Center. Any ACEC members are welcomed to attend. Please contact Vickie Johnson at MIKID to make a reservation. MIKID hosted a Webinar across the state regarding the IEP process with three experts who held a Q & A session. This subcommittee will be working with Denise Baker from Child Support and Family Services in developing a guide for parents regarding direct support services.		
<b>Adolescent Substance Abuse Subcommittee</b>	This subcommittee hasn't met since the last ACEC meeting, but the next meeting is scheduled for April 3rd. The Strategic Plan does not identify any tasks for this subcommittee. The meeting next week could involve developing ideas to bring to this committee. ACRA training was done with Magellan in February and are considering doing Motivational Interviewing training with Magellan as well. Native American training (White Bison and Circle of Strength) are being considered as well.		
<b>Training Subcommittee</b>	The Training Subcommittee continues to meet monthly and has finalized the work plan for Goal 3, Strategy 3 of the ACEC Strategic Plan. New committee members were added to represent Charter schools and the Parent Information Network. Development of the curriculum to educate the Behavioral Health system about how to navigate educational processes was started with work tasks being assigned to several members outlining various components such as the educational structure, enrollment processes, transition points, student status		

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	categories, Federal & State requirements, educational goals/functions/resources and the language/terms/acronyms used. Input is being solicited from several areas of the Behavioral Health and Child Welfare systems as to what kind of information staff are interested in receiving related to organizational structure and school culture. The group received information on Special Education resources from the Parent Information Network Specialist. This information will be reviewed for potential inclusion in related curriculum components.		
<b>RBHA and Other Agency Updates</b>			
<b>CPSA</b>	No update		
<b>Cenpatico</b>	No update		
<b>Magellan</b>	Terri Kang reported that a Child and Family Partnership meeting was held last night at Family Involvement Center. Discussed the pilot program at Cactus High School, a children's web page, and the Youth Leadership Institute.		
<b>NARBHA</b>	No update		
<b>Gila River</b>	No update		
<b>DCYF</b>	The PIP from the CFSR will be coming out soon. Awaiting feedback from federal officials. Using many DHS quality control measures as part of the PIP		
<b>Next Meeting</b>	April 24 <sup>th</sup> at Department of Health Services		
<b>Adjourn</b>			

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